

## **TOR for facilitation of the Strategic Plan: Keetmanshoop Municipality**

### **1. Background**

The Municipality of Keetmanshoop is requesting for the Expression of Interest from suitably qualified companies or Individuals to assist and facilitate the development of its strategic plan for the period 1 July 2021 to 30 June 2026. The purpose of the appointment of the facilitator is to build consensus amongst the different stakeholders of Keetmanshoop Municipality and then assist with strategic planning process.

### **2. Deliverables**

2.1. Determine/identify Council's strategic position.

2.1.1 Craft the Vision

2.1.2 Craft the Mission

2.2.3 Craft Values

### **2.2 Facilitate the gathering and analysis of stakeholders' inputs**

2.2.1 Community inputs

2.2.1 Local Authority inputs

2.2.1 Regional Government input

2.2.3 Central government inputs

### **2.3 Assist with the SWOT analysis**

2.3.1 Internal and external analysis

### **2.4. Formulate/Develop a strategic plan**

2.4.1 assist with the formulation of clear Objectives

### **2.5. Guide the execution or implementation**

2.5.1 facilitate and guide with cascading objectives and development action plans

### **2.6. Management of the strategic plan**

2.6.1 Assist with the implementation of performance management system and creation of performance contracts.

NB: This will be full participatory project in which the management of Keetmanshoop Municipality will be actively involved through workshop/s with the consultant from initiation to closure.

### **3. Application Process**

Interested candidates can respond to the advert by outlining the process/steps they will follow to deliver the project, detailed costs (quotation) and the time frame, all relevant certifications or compliance documents before. the **Closing date: 29 April 2021.**

Expression of Interest clearly marked **expression of interest for the strategic plan** to be addressed to:

The Chief Executive Officer  
Private Bag 2125  
Keetmanshoop Municipality